

FRONT COUNTRY TRAILS CHECKLIST FOR TRAIL IMPROVEMENT PROJECTS – Draft 09/01/10

The purpose of this checklist is to clarify and facilitate trail improvement projects proposed by trails organizations and other interested individuals or community groups. Trail project proponents are encouraged to contact FCT agency staff *prior to preparation of materials* required in the checklist.

Submittal of materials outlined in the checklist is required for all trail improvement projects within the Front Country Trails (FCT) that exceed US Forest Service Level I/II maintenance standards, and/or propose significant trail reconstruction, new trails, or re-routes. Completion of the checklist is not required for Level I maintenance projects that are established on an annual basis through sponsored volunteer agreements authorized by the Los Padres National Forest. Completion of the checklist may not be required for Level II projects, if approved by the Forest Service.

The FCT agencies, including Los Padres National Forest, County of Santa Barbara and the City of Santa Barbara, shall collectively review and approve the project. Based on the location of the project, the FCT agencies shall designate a lead agency to work directly with the project proponent during the review and approval process. Project review may include presentation of the proposed project to the Front Country Trails Task Force at a publicly noticed meeting.

Project Submittal Requirements

- ☐ Organization contact information including project manager, address, phone, and email
- ☐ Letter of commitment, including endorsement by board of directors, if applicable
- ☐ Project description, including trail name, location on the trail, length of trail work, purpose of the project, goals and expected outcomes, including trail user benefits (attach map)
- ☐ Trail design and standards, including tread modifications, drainage considerations, etc.
- ☐ Trail work methods: type and proposed use of mechanized equipment, hand tools, fire prevention and other safety precautions, etc.
- ☐ Amount and type of vegetation and soil to be removed/added, including presence of sensitive or protected species (attach surveys, if applicable)
- ☐ Erosion control measures during and after project construction
- ☐ Proposed schedule, including duration of trail work
- ☐ Limitations, if any, to public use of the trail during construction
- ☐ Budget/funding sources
- ☐ Composition and experience of trail crew (organization staff, private contractor, volunteers)
- ☐ Short-term and long-term maintenance requirements
- ☐ Public outreach methods and materials
- ☐ Letters of support, if any
- ☐ Proposed Project Deliverables, including written narrative of work completed, challenges and successes, and maps or land surveys, if applicable.
- ☐ Assistance requested of Forest Service/County/City in implementation of the project

Legal and Regulatory/Insurance Requirements

- ☐ Land ownership and permission
- ☐ Location of trail easement (if applicable) – attach map
- ☐ Agency Jurisdiction (City/County/Los Padres National Forest)
- ☐ Permitting requirements
- ☐ \$1,000,000 General Liability and Automobile Liability

Contact Information

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